ASEAN Forest MAR Module
(Monitoring Assessment and Reporting)

USER MANUAL

http://mar.aseanforest-chm.org

This tutorial is written for users of the on-line ASEAN Forest MAR Module. The MAR module is a fixed and custom made application. The MAR Module is part of the ASEAN Forest Clearing House Mechanism (CHM).

gtz

Dian Sukmajaya
Technical Officer
Natural Resources Unit (NRU), ASEAN Secretariat
ASEAN Secretariat, 70A, Jl. Sisingamangaraja,
Jakarta 12110, Indonesia
T: +6221-724-3372 Ext. 161
F: +6221-739-8234
E: dian@asean.org

Daniela Goehler
Technical Advisor
ASEAN-German Regional Forest Programme (ReFOP)
ASEAN Secretariat, 70A, Jl. Sisingamangaraja,
Jakarta 12110, Indonesia
T: (+62 21) 724 3372; Ext. 430
F: (+62 21) 739 4214
E: goehler@asean.org

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Executive Summary

Achieving sustainable management of forest is the ultimate goal of any forest management practices. All forest organizations and forest owners, especially those directly involved in the management, conservation and development of forest resources are responsible to carry out effective monitoring, assessment and reporting on the forest management practices implemented, based on the principles of sustainable forest management through the use of agreed criterions and indicators.

While the use of criterions and indicators may not be the only mechanism for monitoring, assessing and reporting on sustainable forest management, it is the only one that has so far been widely accepted and used by many countries. This is a result of a consensus that has emerged over the past decades that progress towards sustainable forest management can best be assessed using a framework of criteria and indicators.

In fact, criterions and indicators for sustainable forest management were developed to provide countries with a framework for defining sustainable forest management and assessing progress towards this goal. They are tools to help identify trends in the forest sector and the effects of forest management interventions over time, and to facilitate decision making in national forest policy processes. The ultimate aim of these tools in to promote improved forest management practices over time, and to further the development of a healthier and more productive forest resource base.

As for ASEAN, the online application will enable the periodic monitoring, assessment and reporting on the implementation at the national level of the 7 criterions and 59 indicators identified as the “ASEAN Criteria and Indicators for Sustainable Management of Tropical Forest”. Besides the online application, a downloadable version has been developed for the forest management unit (FMU) level.

Introduction

This guide is geared towards staff that is responsible or involved in filling data in the MAR online application. The current online application is developed to facilitate users the inclusion of data based on the rights that the MAR administrator has granted them. There are two different types of users: “authors” and “editors”. “Authors” can enter data as long as the data is not saved as “final”. “Editors” can enter data at any time; this is, also after saving data as “final”. We will explain the difference between “draft” and “final” data with more detail in the chapter “Status: draft and final buttons”. The MAR online environment is available at http://mar.aseanforest-chm.org

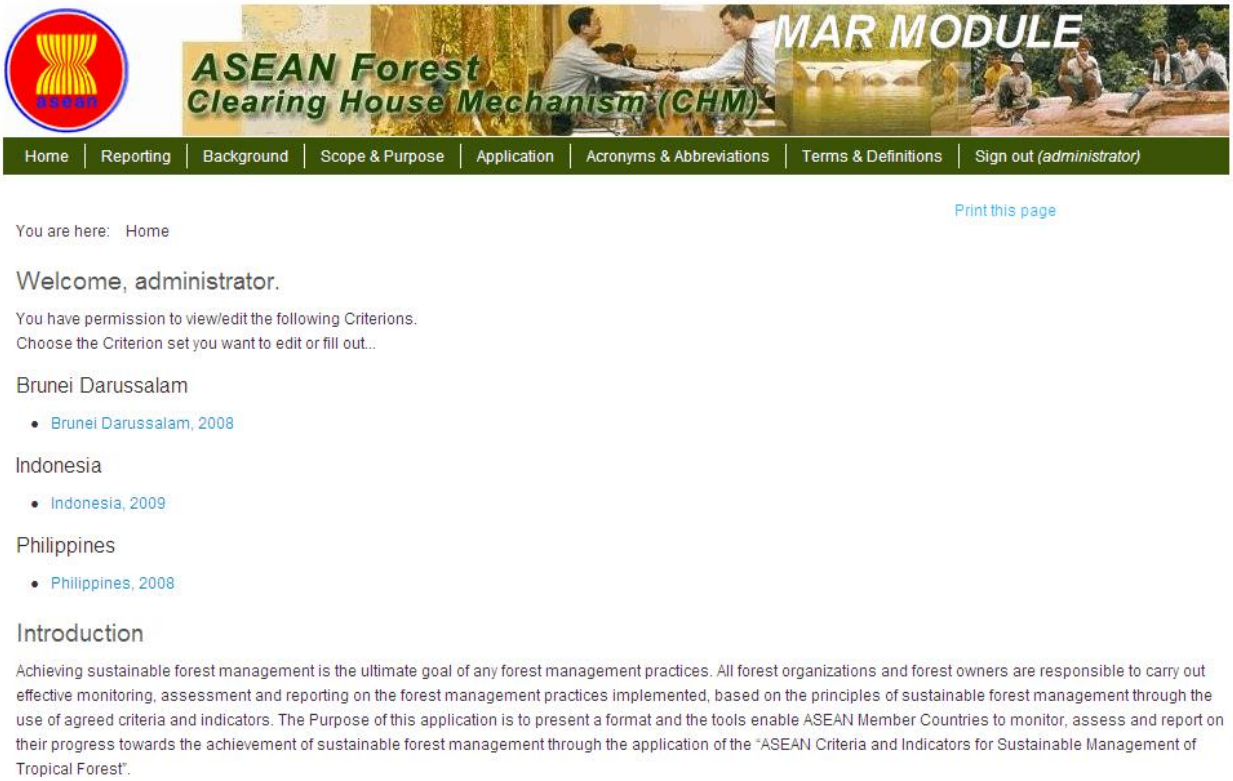
Logging in and out

Access to the online MAR application is currently restricted to users involved in the periodic monitoring, assessment and reporting of the 7 criterions and 59 indicators for Sustainable Management of Forest identified by ASEAN. The focal points of each ASEAN Member States will be provided with a username and password to have access to it. If you have been provided with a username and password, you can log into the website after filling the log-in form on http://mar.aseanforest-chm.org

To log out, you only need to click on the "sign out button" on the right corner of the upper menu in green.

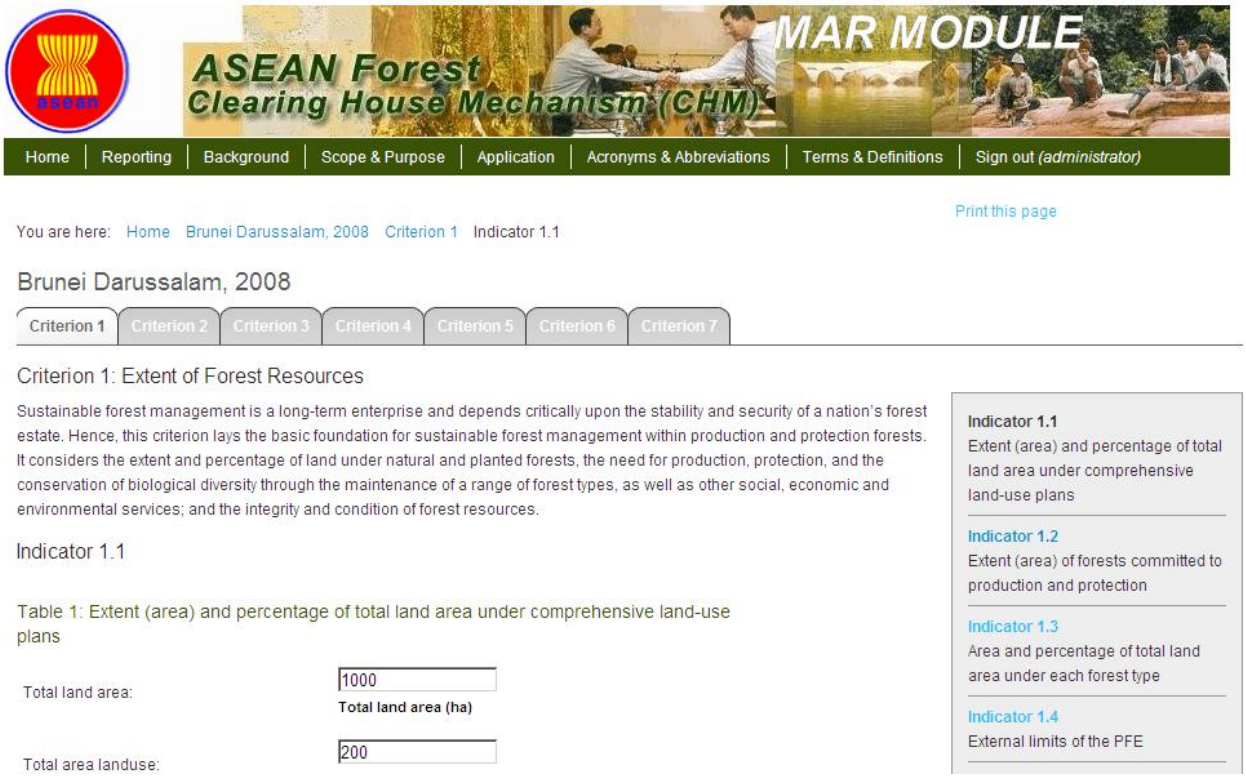
Introducing and saving of data

After logging in, you will enter the MAR online application, where you can proceed further with the monitoring, assessment and reporting of data based on the rights you have been given by the administrator's site. The criterion set[1] for which a user has rights to fill in data, appears in bold letters below the text "*Choose the criterion set you want to edit or fill out…*" In the example below (which we have created for demonstrative purposes), you can see that the user has right to report data for two different sets: Brunei Darussalam, 2008, Indonesia, 2009 and Philippines, 2008, which means that the user has rights to enter data for both Brunei Darussalam and the Philippines for the year 2008 and for Indonesia for the year 2009.


ASEAN Forest
Clearing House Mechanism (CHM)
MAR MODULE
Home | Reporting | Background | Scope & Purpose | Application | Acronyms & Abbreviations | Terms & Definitions | Sign out (administrator)
Print this page
You are here: Home
Welcome, administrator.
You have permission to view/edit the following Criterions.
Choose the Criterion set you want to edit or fill out...
Brunei Darussalam
Brunei Darussalam, 2008
Indonesia
Indonesia, 2009
Philippines
Philippines, 2008
Introduction
Achieving sustainable forest management is the ultimate goal of any forest management practices. All forest organizations and forest owners are responsible to carry out effective monitoring, assessment and reporting on the forest management practices implemented, based on the principles of sustainable forest management through the use of agreed criteria and indicators. The Purpose of this application is to present a format and the tools enable ASEAN Member Countries to monitor, assess and report on their progress towards the achievement of sustainable forest management through the application of the "ASEAN Criteria and Indicators for Sustainable Management of Tropical Forest".

Consequently, click on the "country and year" button (e.g. Brunei Darussalam, 2008) of the data set for which enter or modify data is appropriate. This click will always lead to indicator 1.1 of the selected data set. A click on the button "Brunei Darussalam, 2008" for instance will lead users to a page that corresponds to indicator 1.1 (criterion 1, indicator 1) for this country in 2008. Once there, users can use the grey tabs with criterion 1 to 7 to select the criterion for which the wish to enter data. We advise you to use the logical sequence, so all data will be entered for all 7 criterions.

1 A criterion set refers to the country and year of report for which the user has rights to report data.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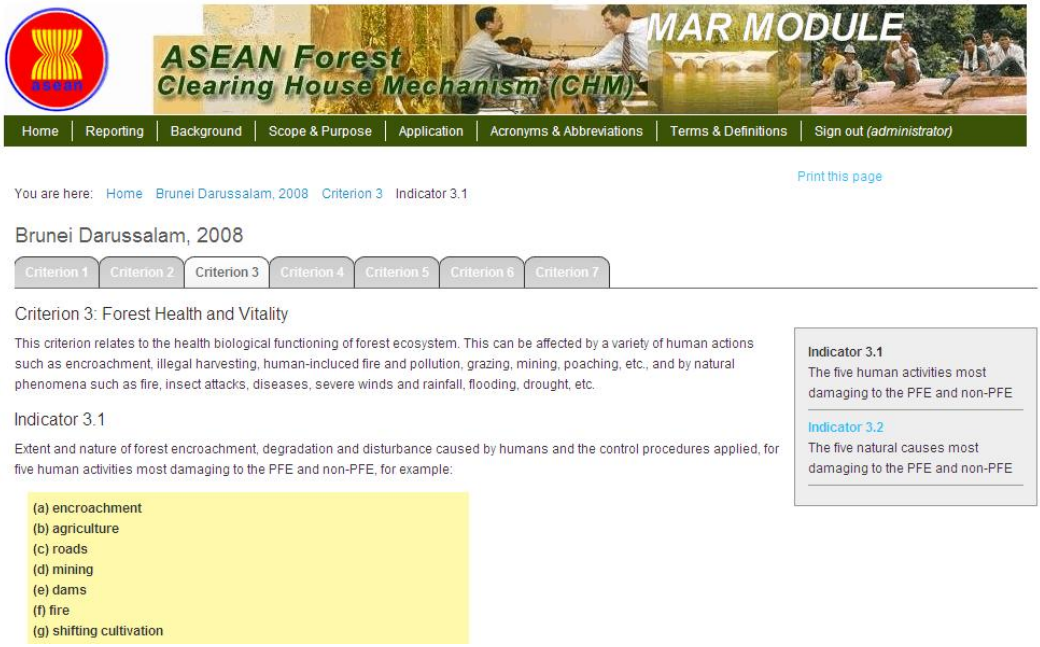
Brunei Darussalam, 2008
Criterion 1 | Criterion 2 | Criterion 3 | Criterion 4 | Criterion 5 | Criterion 6 | Criterion 7
Criterion 1: Extent of Forest Resources
Sustainable forest management is a long-term enterprise and depends critically upon the stability and security of a nation's forest estate. Hence, this criterion lays the basic foundation for sustainable forest management within production and protection forests. It considers the extent and percentage of land under natural and planted forests, the need for production, protection, and the conservation of biological diversity through the maintenance of a range of forest types, as well as other social, economic and environmental services; and the integrity and condition of forest resources.
Indicator 1.1
Table 1: Extent (area) and percentage of total land area under comprehensive land-use plans
Total land area:
1000
Total land area (ha)
Total area landuse:
200
Indicator 1.1
Extent (area) and percentage of total land area under comprehensive land-use plans
Indicator 1.2
Extent (area) of forests committed to production and protection
Indicator 1.3
Area and percentage of total land area under each forest type
Indicator 1.4
External limits of the PFE

The grey box on the right side of the MAR module lists the different indicators within the selected criterions. The box will give information relevant to the active tab. In the image below, for example, the grey box on the right side lists the two indicators within criterion 3.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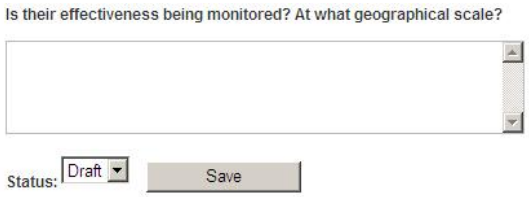
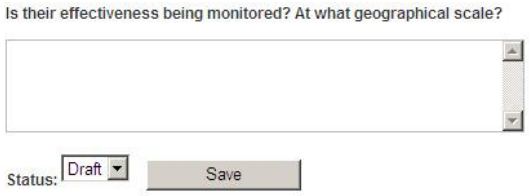
You are here: Home Brunei Darussalam, 2008 Criterion 3 Indicator 3.1
Brunei Darussalam, 2008
Criterion 1 | Criterion 2 | Criterion 3 | Criterion 4 | Criterion 5 | Criterion 6 | Criterion 7
Criterion 3: Forest Health and Vitality
This criterion relates to the health biological functioning of forest ecosystem. This can be affected by a variety of human actions such as encroachment, illegal harvesting, human-incluced fire and pollution, grazing, mining, poaching, etc., and by natural phenomena such as fire, insect attacks, diseases, severe winds and rainfall, flooding, drought, etc.
Indicator 3.1
Extent and nature of forest encroachment, degradation and disturbance caused by humans and the control procedures applied, for five human activities most damaging to the PFE and non-PFE, for example:
(a) encroachment
(b) agriculture
(c) roads
(d) mining
(e) dams
(f) fire
(g) shifting cultivation
Indicator 3.1
The five human activities most damaging to the PFE and non-PFE
Indicator 3.2
The five natural causes most damaging to the PFE and non-PFE

The online application displays a single page for each of the 59 indicators. Users have to click the “save” button when they conclude entering data for a given indicator before they can proceed entering data for a following indicator. Note, thus, that the data will be saved automatically only after clicking the “save” button and that not doing so will lead to lose entered data. As some indicators are interrelated, in some occasions the “save” button will only be visible if a preceding indicator has been saved. This applies for indicators 2.1, 2.7, 4.1, 5.1, 5.5.



Status: draft and final buttons

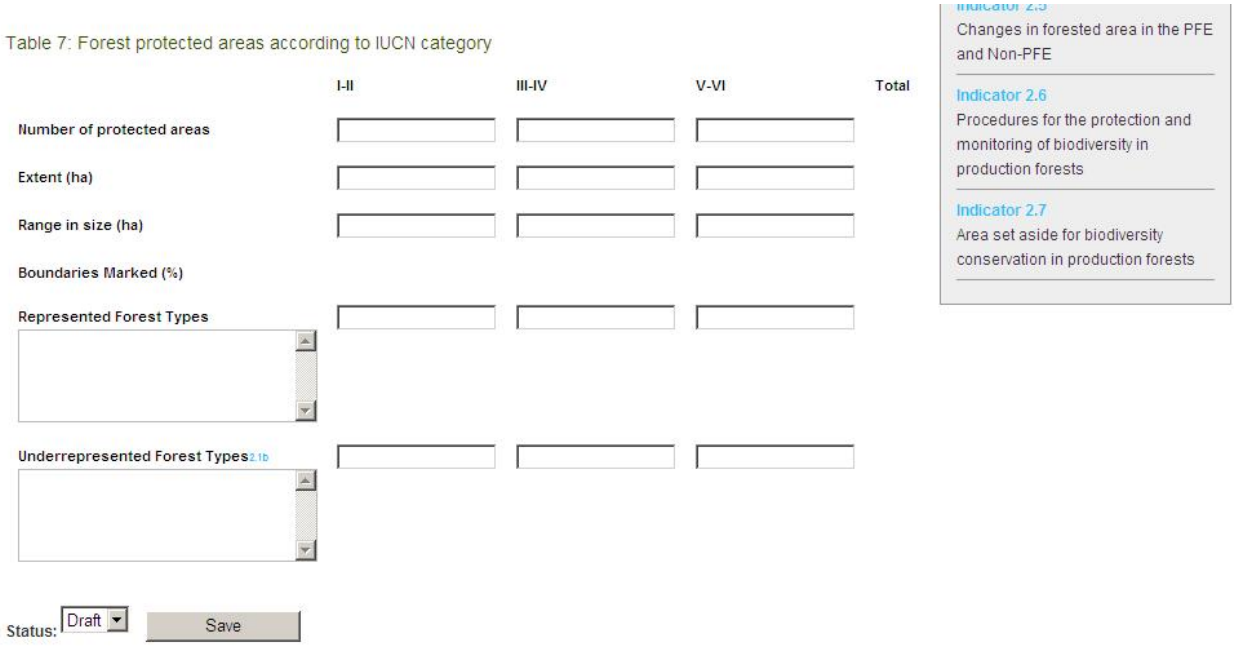
Besides the “save” button, users can make use of the “status” button to enter data. The use of the “status” button depends on the rights users have to enter and edit data in the online MAR application. Users with “author” rights are given access to enter data for indicators and edit these indicators as long as they are not final. In the case that authors select “final” when entering data, they will save this data and will not be able to modify the entered data in the future. Users with “author” rights need therefore to save data as ‘draft’ if they want to modify data in future sessions. If users have “editor” rights, they are given access to submit new indicators and edit these indicators at any time; this is, also after saving data as “final”.



Input boxes

Basically, the MAR format includes 4 types of input boxes:

1. **Input tables** in which data needs to be entered manually. Data in these tables can be both text and numbers. In case of numeric values the system calculates the total values and percentages automatically after clicking the "save" button at the bottom of each page (see image below, which refers to table nr. 7, for example). For some indicators, users can add rows and/or columns to provide more information if necessary. This applies for tables 1.3, 2.4, 4.6, 6.2, 7.5.



In case users enter illogical values, the system will create automatically an error message and will not permit saving data (see next image).

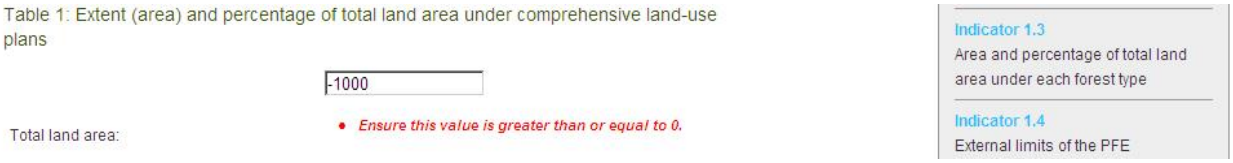
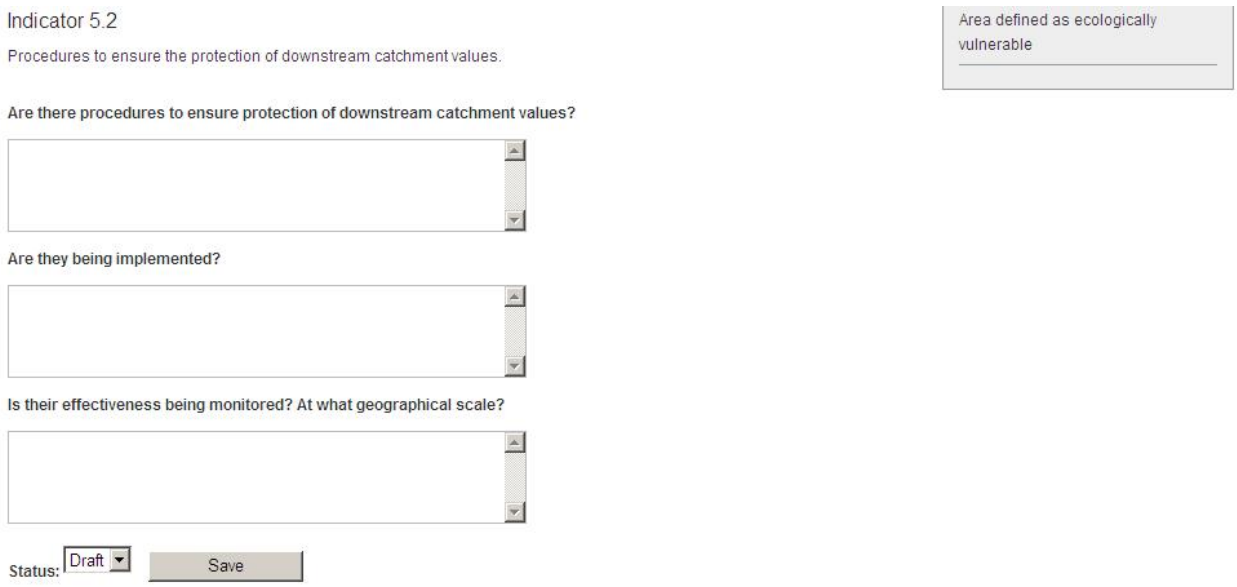
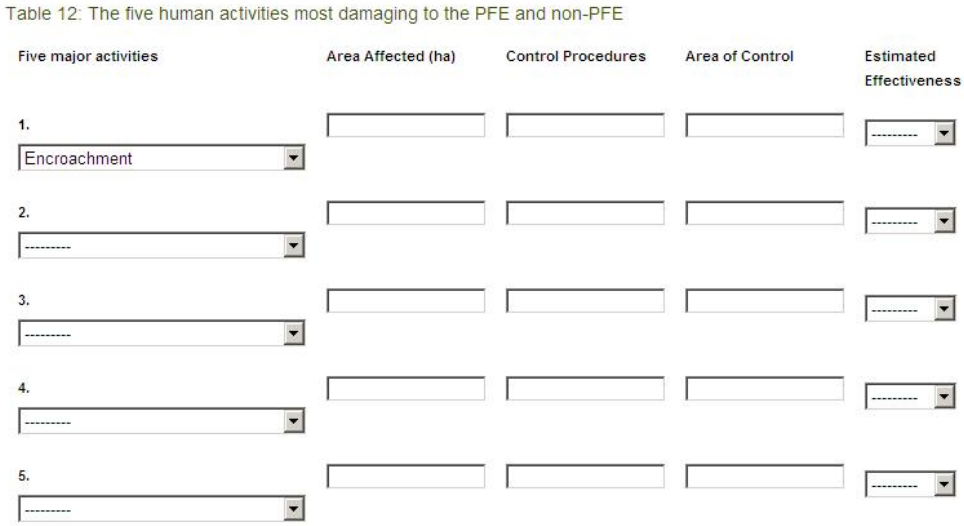


Table 1: Extent (area) and percentage of total land area under comprehensive land-use plans
-1000
Total land area:
Ensure this value is greater than or equal to 0.
Indicator 1.3
Area and percentage of total land area under each forest type
Indicator 1.4
External limits of the PFE

2. As in the input tables, **text boxes** are used to enter both numbers and text manually. But text boxes differ from input tables in the sense that they do not compute numbers. The system saves this information after clicking the “save” button at the bottom of each page (see image below, which refers to indicator 5.2 for example).


Indicator 5.2
Procedures to ensure the protection of downstream catchment values.
Area defined as ecologically vulnerable
Are there procedures to ensure protection of downstream catchment values?
Are they being implemented?
Is their effectiveness being monitored? At what geographical scale?
Status:
Draft
Save

3. **Dropdown lists** to select predefined data. For some indicators, users are asked to select among a range of predefined data. In this regard, users need to click on the black arrow on the right side of the column and select data consequently. Table nr. 12 is an example of this type of boxes (see image below).

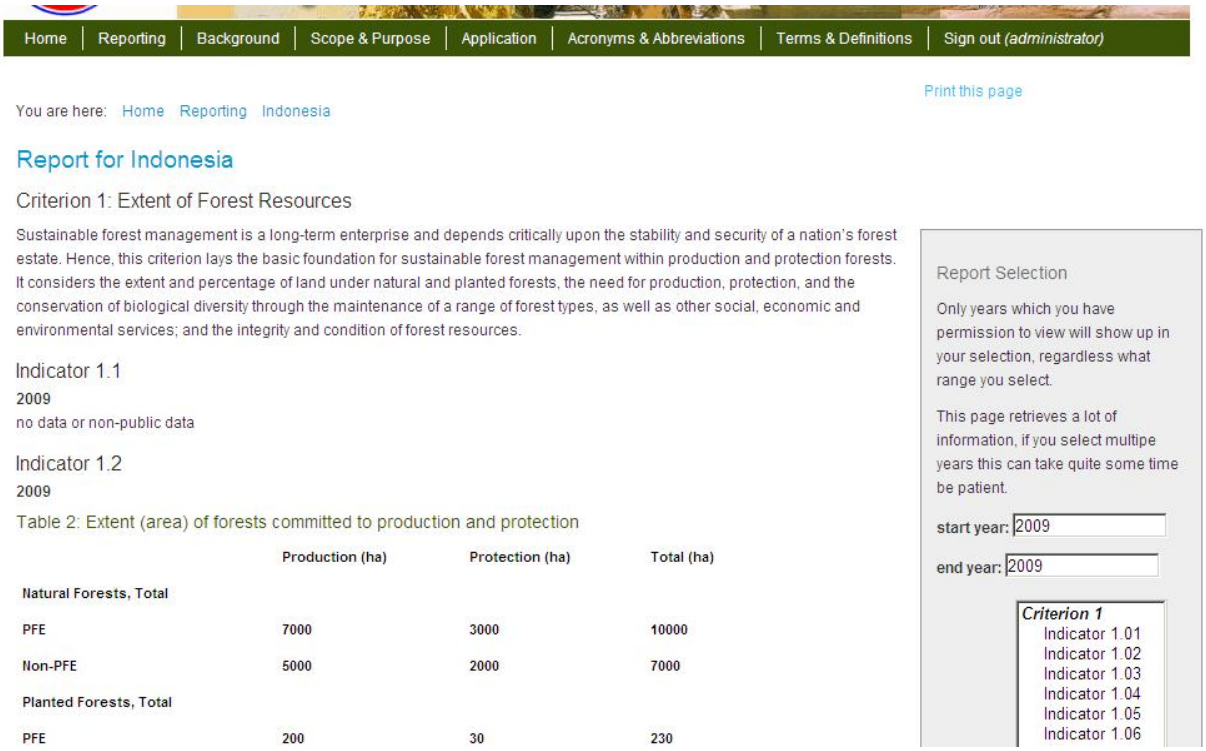


4. To **upload a map**, photo's, etc. click the upload map button first, then browse to the file you would like to upload using the window that will display on your screen. You only need to double click on the selected item once you find it and press consequently on "save" afterwards (see image below).

Remember that the data will be only saved automatically after clicking the "save" button!

Reporting

The “report” button in the top horizontal navigation links users to the flexible reporting tool. This tool can be used to draw reports of separate indicators, criterions, a range of selected criterions and/or all 59 indicators at the national level. It also allows comparing selected indicators and criterions within a given country for different years. It does not allow for comparison of data of 2 and more countries on 1 report!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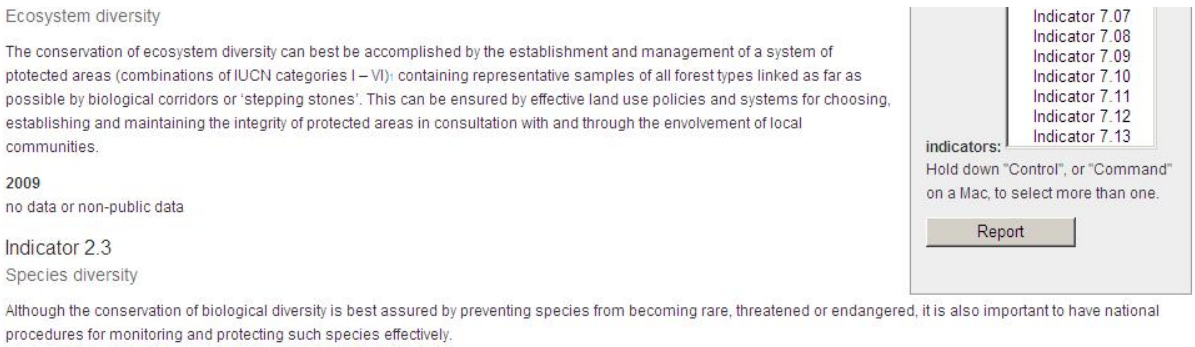
Report for Indonesia
Criterion 1: Extent of Forest Resources
Sustainable forest management is a long-term enterprise and depends critically upon the stability and security of a nation's forest estate. Hence, this criterion lays the basic foundation for sustainable forest management within production and protection forests. It considers the extent and percentage of land under natural and planted forests, the need for production, protection, and the conservation of biological diversity through the maintenance of a range of forest types, as well as other social, economic and environmental services; and the integrity and condition of forest resources.
Indicator 1.1
2009
no data or non-public data
Indicator 1.2
2009
Table 2: Extent (area) of forests committed to production and protection
Production (ha)
Protection (ha)
Total (ha)
Natural Forests, Total
PFE 7000 3000 10000
Non-PFE 5000 2000 7000
Planted Forests, Total
PFE 200 30 230
Report Selection
Only years which you have permission to view will show up in your selection, regardless what range you select.
This page retrieves a lot of information, if you select multipe years this can take quite some time be patient.
start year: 2009
end year: 2009
Criterion 1
Indicator 1.01
Indicator 1.02
Indicator 1.03
Indicator 1.04
Indicator 1.05
Indicator 1.06

The grey box in the right side of the reporting page, gives users this possibility to select indicators for which data is already entered and status is final. Hold down "Control", or "Command" on a Mac, to select more than one indicator. Hold ‘Shift” to select a range of indicators. Use the button “report” to create the report with the data on which you want to report after you have done your selection.


Ecosystem diversity
The conservation of ecosystem diversity can best be accomplished by the establishment and management of a system of ptotected areas (combinations of IUCN categories I – VI) containing representative samples of all forest types linked as far as possible by biological corridors or ‘stepping stones’. This can be ensured by effective land use policies and systems for choosing, establishing and maintaining the integrity of protected areas in consultation with and through the envolvement of local communities.
2009
no data or non-public data
Indicator 2.3
Species diversity
Although the conservation of biological diversity is best assured by preventing species from becoming rare, threatened or endangered, it is also important to have national procedures for monitoring and protecting such species effectively.
Indicator 7.07
Indicator 7.08
Indicator 7.09
Indicator 7.10
Indicator 7.11
Indicator 7.12
Indicator 7.13
indicators:
Hold down "Control", or "Command" on a Mac, to select more than one.
Report

Note that data which is still in ‘draft’ will not be displayed in the reports!

Note as well that only years which you have permission to view will show up in your selection, regardless what range you select.

This page retrieves a lot of information, if you select multiple years this can take quite some time.

Printing pages

The “print this page” button below the horizontal navigation is included on each indicator page and in the reporting tool.

This print page option can be directed to a printer to provide a hard copy version but also be used to print a Pdf version. To enable printing a Pdf version specialised Pdf generator software needs to be installed on the respective computer (like e.g. PrimoPDF - http://www.primopdf.com/ or any other freely available pdf generator package). Note that when printing a report of the full data of a collection (country/year) this will be at least 25 to 30 pages!